

## Emergency Preparedness Committee (EPC) Motions & Follow Up Items

**3/27/07**

Item#	Motion or Follow-up	Topic Description	Initial Meeting Date	Status	Responsible Party
07.00.03	F	<p>OES &amp; Police/Fire/Schools Interagency Response Process Research the relationships between different agencies &amp; understand authority &amp; responsibility for each one. Provide training to appropriate groups regarding these items.</p> <p>9/14/05 - LAUSD is a good role model re: communication between agencies. Per Bob Spears (LAUSD), on request OES trains school districts &amp; local government on SEMS only.</p> <p>2/1/2006 - Per Dan Levernier, info. on OES' role is available on the DSA website &amp; there will be a presentation at the CASH June workshop about the reporting relationships among various agencies.</p> <p>12/6/06 – Dave Casey to provide updates to the Committee re: his communication w/ other agencies such as LAUSD, RESD, etc.</p>	7/27/2004	Ongoing	Dave Casey
07.00.04	F	<p>OES &amp; Red Cross Mailing Lists Committee requested OES &amp; RC mailing lists re: public schools be assessed to determine if emergency information would be disseminated to correct contacts.</p> <p>Tony Ferrara (OES) to check w/ OES IT, Planning, &amp; Operations Branch &amp; Executive Office &amp; will provide feedback.</p> <p><i>*(NOTE: Tony Ferrara is now retired).</i></p>	12/1/2004	On Hold*	Dave Casey/Diana Licon
07.00.05	M	<p>Research Schools as Shelters (mandates for earthquakes) 10/14/05 – Motion by Bob Dyson, 2<sup>nd</sup> Hall; Unanimous.</p> <p>1. Work w/ OES &amp; CDE to update &amp; expand the OES document (continued) “Schools as Post-Disaster Shelters” (12/95). Suggested content, locations, &amp; access to emergency supply bins should be included in this document. When complete, consider training school districts.</p>	12/1/2004	Ongoing (OES portion on hold)*	TBD

		<p>2. Work w/ all Red Cross Chapters &amp; local agencies to determine which school buildings are currently designated as shelters. Incorporate into DSA's Emergency Plan &amp; give these designated buildings priority when conducting post-disaster building assessments.</p> <p>OES document, "Schools as Post-Disaster Shelters" (hard copy) distributed &amp; scanned/e mailed to Committee prior to meeting for discussion on 9/14/05.</p> <p>9/14/05 – Per Dan Levernier, Tony Ferrara (OES) to take written comments on document &amp; update when possible.</p> <p>2/1/06 – Dan Levernier advised OES is stretched thin &amp; working on other priorities. This portion on hold (not dropped)*.</p> <p>12/6/06 – In the interim, Tony Elmo to provide sample agreements &amp; policy documents from Temecula re: school buildings that have shelter agreements w/ the local building department.</p> <p>Tony Elmo to ask CALBO if they will survey local building departments in CA to determine what municipalities have similar agreements with school districts.</p> <p>(Tony also suggested CALBO could be asked to assist w/ post-earthquake structural evaluations of schools).</p>			
07.00.11	M	<p>Develop manual to assist CA school districts in all facets of emergency preparedness &amp; emergency procedures. M-Ross, 2<sup>nd</sup> Bate. Unanimous.</p> <p>Update "Schools as Post-Disaster Shelters". Note: doc. also discussed in above item. Include material prepared by LAUSD (<a href="http://www.LAUSD-OEHS">www.LAUSD-OEHS</a>) which includes school safety program info. &amp; tagging info. (continued) LAUSD requested assistance in reviewing their 2 checklists re: pre- &amp; post-disaster.</p> <p>Motion amended to include request for DSA to commit adequate resources w/ a timely resolution, &amp; seek grant/funding to assist w/ development (OES, FEMA, ATC, etc.).</p>		On Hold	Dave Casey, JoAnn Koplin, Andy Dunn, & Tony Elmo

		<p>10/14/05 - DSAAB meeting: M-Gonos, 2<sup>nd</sup> Shallenberger; all in favor except Peterson. Motion passed.</p> <p>11/7/05 – DSA to work w/ committee to develop 2 checklists &amp; review (&amp; possibly add link to LAUSD's web page &amp; others like it so school districts can access these manuals from the DSA website. Grants not being sought by DSA as school districts are the recipients.</p> <p>Provide LAUSD's "Safe School Plan Emergency Procedures" binders to Committee*.</p> <p>*12/6/06 - As the "Safe School..." document is voluminous, Gale Bate noted the document is available electronically on LAUSD's website.</p> <p>Ken Hall recommended moving forward w/ this item, noting if committee develops tools such as the template &amp; checklist, they need to be accessed by the appropriate staff in the school system that will make use of them.</p> <p>Dave Casey noted Mr. Johnstone, consultant to the Community Colleges is developing an emergency plan &amp; recently contacted him. Dave suggested he could be asked to join the committee (or attend future committee meetings).</p> <p><b>Andy Dunn</b> to contact Johnstone &amp; provide his contact information to staff.</p>			
07.00.12	F	<p>Synopsis of Ed. Code Requirements for Emergency Plans &amp; Storage Bins</p> <p>7/20/06 – Report completed; will be distributed at upcoming EPC meeting.</p>	2/1/06	Active	Diane Waters
07.00.13	F	<p>2008 CASH Conference (Feb.) &amp;  <b>2008 Community Colleges Conference (Nov.)</b>  EPC participation, workshop title &amp; content TBD.</p>	12/6/06	Active	TB